

ER-5-0591

MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT : Proposed ORR Table of Organization

1. The attached ORR T/O and reorganization proposal, Tabs A through F, presents in final form the result of several months of study by the Management Improvement Staff with ORR in an attempt to provide a more appropriate organizational structure. Through this joint effort, the organizational structure and functions set forth in Tabs E and F have been agreed to subject to your approval, the only reservation being an agreement between MIS and ORR to more closely examine the Industrial Projects Branch of the Industrial Division at some future date.

2. The proposal reduces the current T/O from [REDACTED] or a decrease of [REDACTED] positions. This proposed T/O of [REDACTED] exactly matches the civilian personnel ceiling. If at a later date, Agency policy requires the slotting of military personnel against civilian T/O's, it will be necessary to add 14 positions to provide for the ORR military personnel ceiling.

3. The average salary within ORR will be decreased by \$6.00 per annum if you approve this proposal.

4. The GS-17 occupied by [REDACTED] was originally approved by the DCI for the primary purpose of providing a Deputy Assistant Director for ORR and has been utilized largely to provide for a Chief of the Economic Research Area. It will be necessary to get the Director's approval on the proposed conversion to Chief, Economic Research Area. Additional proposed reallocations for the Chiefs of the Coordination and Geographic Research Areas from GS-15 to GS-16 will require the Director's approval. ORR is taking separate action on these three positions and has agreed to the retention of current grades and titles until the DCI authorizes the change.

5. There are approximately 60 proposed positions questioned by the Assistant Director for Personnel as to grade. (See Tab G.) These positions are indicated in the annotations appearing in the

40

0

020

attached T/O and have been agreed to by ORR until Classification surveys resolve the differences. Accordingly, the Office of Personnel has asked that you approve these positions subject to the following limitations which have been concurred in by ORR:

a. No promotion actions will be submitted for grades above the Office of Personnel recommendations prior to final determination as to appropriate grade.

b. Where duties of dual-graded positions are being performed by personnel at the higher grade, such personnel may be assigned in grade to the positions on an incumbency basis, pending final resolution of the grade.

6. Your approval of the attached T/O as modified is recommended.

15/

E. R. SAUNDERS  
Comptroller

Attachments

Tabs A,B,C,D,E,F,G.

APPROVED:

151 L. F. White 14  
Acting Deputy Director (Administration)

Distribution:

O&I - Personnel ✓

2 - A-DD/A Chrono & sub. O&M-9

1 - DD/I

# MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

*missing attachments A, B, D, E, F, G,*